



City of Leander

**REQUEST FOR PROPOSAL  
PUBLIC IMPROVEMENT DISTRICT ADMINISTRATION  
QUESTIONS AND ANSWERS**

RFP No. S15-009

Q&A No. 1

Date: November 12, 2014

Please note the clarification and/or additional information for the solicitation referenced above.

**1. Q: Is a methodology and/or scope of work required in the response?**

A: The Firm Experience portion of the response shall provide the qualification and reference information to adequately evaluate a Respondent. However, the fee proposal section of the response contains two parts the second of which allows for a recommended scope.

Fee Proposal – Respondent shall include two (2) annual “not to exceed” fee proposals to provide services as described herein.

- Annual Fee Proposal #1 shall provide for services required to meet the scope of work detailed in the solicitation.
- Annual Fee Proposal #2 shall allow for “free form” recommendations and best practice insight from Respondents to provide more or less service than is outlined. This proposed outline and fee structure shall be a result of the Respondent’s successful experience with Texas PID’s.

**2. Q: Is arbitrage or rebate calculation part of the calculation services?**

A: No.

Approved by

\_\_\_\_\_  
Joy Simonton, Purchasing Agent